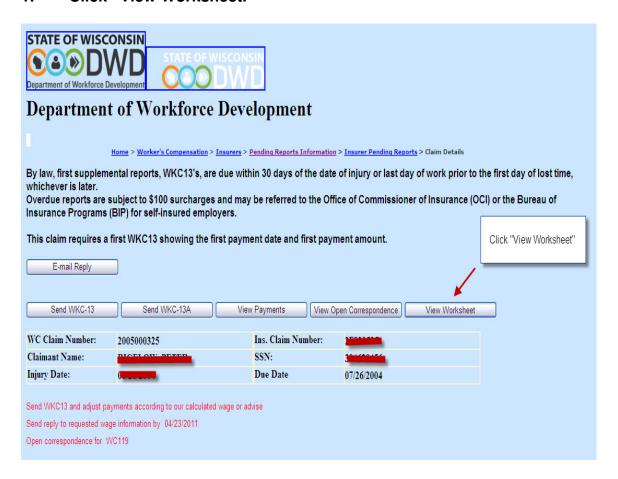
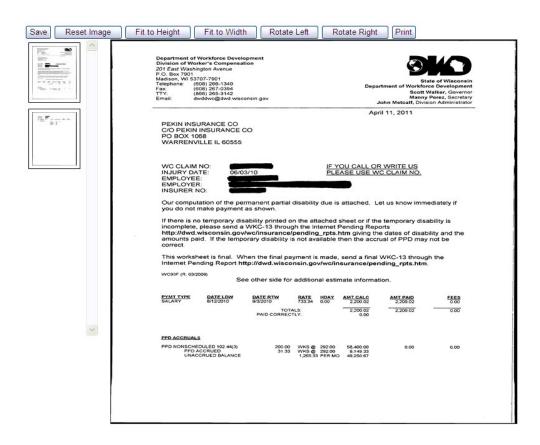
Viewing Worksheets on the Insurers' pending reports

1. Click "View Worksheet."



Use the **Send WKC-13**, **Send WKC-13A**, etc. buttons to submit information. Now, click "View Worksheet."

Viewing Worksheets on the insurers' pending reports



2. The Worksheet will be displayed if you have the standard viewer provided by the Wisconsin WC Division. You can use the viewer buttons to print the worksheet, rotate, view additional pages, etc. However, you will have to of the worksheet to get back to the previous screen.

Note: If the page is "cut-off," after printing. Go to "File," and scroll down until you find "Page Set-up," (highlight) and click. In the margins dialog box click the up, and down arrows to change the margin settings to below. Click OK, when done and close the dialog box.

